

Talent Development Council

Meeting Minutes

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| **Date, Time, Place:** | September 23, 2021 at 3:00 p.m. at Zoom |
| **Members Present:** | √[ ]  | Lakisha Ferebee | √ | Laura Dyson | √ |  |
|  | √ | Wendy Cleary | √ | Jesse Gonzalez | √ |  |
|  | √ | Diane Payne | √ | Christopher Gransberry | √ |  |
|  | √ |  | √ |  | √ |  |
| **Proxies Present:** | √ | N/A | √ |  | √ |  |
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| **Members Excused:** | √[ ]  | Teresa Jones | √ | Trenace Richardson | √ |  |
|  | √ | Beverly Lahman | √ |  | √ |  |
|  | √ |  | √ |  | √ |  |
| **Invited Guests:** | √[ ]  | N/A | √ |  | √ |  |
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| **Item/Topic** | **Discussion/Reports** | **Assignments/Actions** |
| Approval of Minutes |  | * Lakisha motioned to approve the minutes. Jesse second the motion.
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| Chair’s Report | 1. Jesse: 2020-2021 Summary:
	* Understanding our purpose
	* Getting to know each other
	* Choosing Co-chairs – Laura and Jesse
	* Exploratory building
	* Knowing the processes
	* Handbook - Laura
	* Constitutions -Jesse
	* HR Policy HR4020 – Compensation and Timesheet reporting
	* HR 4155 Telework Policy – officially reviewed and sent out toward the end or the beginning of the Summer.
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| Committee Reports | 1. Not applicable at this time.
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| Unfinished Business | 1. Not applicable at this time.
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| New Business  | 1. As a group, we reviewed and discussed the following possible new policies:
	* Placement, Performance, and Promotion Criteria
	* Position Management (replaces FM 2010: New Positions)
	* Classifications System and Position Descriptions
	* Salary Administration
	* Temporary Salary Adjustments
	* Administrative Grievance and Faculty Grievance policies
2. Workgroup Team Discussion:
	* Time and energy that we put into the policy reviews.
	* Only review policies that pertain to us?
	* A lot of other councils had the same comments and ideas.
	* Look at our area of expertise within the policies.
	* Stay within our scope. If our scope is relevant to other parties we can add to it.
 | 1. Setup a poll in Teams asking the Team if they prefer working together or separately when working on projects.
2. Create a database in Teams with all of our names, Division, Department, and expertise.
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| Adjournment | * Jesse adjourned the meeting at 4:00 p.m. Lakisha second the adjournment.
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| **NEXT MEETING:** | October 28, 2021 at 3:00 p.m.  |  |

Diane Payne, Secretary